



MANTSOPA

**LOCAL MUNICIPALITY
PLAASLIKE MUNISIPALITEIT
LEKGOTLA LA MOTSE**

**Box 64, Ladybrand, 9745
Tel: (051) 924 0654
Fax: (051) 924 0020**

Mantsopa Local Municipality is an equal opportunity and affirmative action employer and requires the services of a suitable qualified persons with relevant experience to fill the following vacancy. Persons designated in terms of applicable legislations as historically disadvantaged individual as well as people with disabilities are encouraged to apply. Incorporating, Ladybrand (Head Office), Tweespruit, Hobhouse, Excelsior and Thaba Patchoa.

VACANCY INTERNAL & EXTERNAL ADVERTISEMENT

**DIRECTORATE: TECHNICAL SERVICES
DIVISION: TECHNICAL SERVICES
POST DESIGNATION: MANAGER WATER SERVICES AUTHORITY
TERM OF APPOINTMENT: PERMANENT
SALARY: R 525 767.73 (excluding benefits)
POST LEVEL 1 OF GRADE 2 MUNICIPALITY**

MINIMUM REQUIREMENTS

- B Eng or B Tech Civil Engineering or equivalent NQF level 7 qualification.
- Fully registered as a Professional Engineering Technologist with ECSA.
- 5 Years' Relevant Work Experience.
- Code B driving license.
- Thorough knowledge of managing a Water Services Authority, all related roles, responsibilities, requirements and output.
- Thorough knowledge of Engineering Projects planning processes and Local Government Sector processes.
- Sound knowledge of research and analytical theories and practices.
- Municipal Finance Management Programme (MFMP) will also be an added advantage.
- Good project financial costing skills.
- Excellent communication skills.
- Excellent report writing and presentation skills.
- Attention to detail.
- Drive and tenacity to lead a multi-disciplinary project team.
- Monitoring contractor performance.

- Physically fit and able-bodied.
- Must be able to speak, read and write in at least two of the official languages in Mantsopa Local Municipality (Sesotho & English).
- Computer literate- Office applications.

KEY PERFORMANCE AREA

- Overall responsible for managing all roles and responsibilities linked to a water Services Authority / Water Service Provide.
- Managing all WWTW and WTW throughout KLM.
- Keeping abreast with technological developments and legislative imperatives supporting community improvement and upgrade of core water and sanitation essential services; including developing and reviewing all water services By-laws and policies and enforcing contracts annually.
- Mapping out specific changes necessary to achieve alignment with development objectives in accordance with legislative imperatives, i.e. the Water Services Act 108 of 1997.
- Presenting a conceptual framework of current and future interventions (water and sanitation infrastructure) necessary to achieve acceptable levels and standards of service delivery to the Director for consideration and inclusion into the Business Unit's short/ long-term performance and service delivery plans.
- Responsible for the implementation of national targets and standards and monitoring progress thereof through policy development and implementation monitoring; Health & Hygiene awareness; Water & Sanitation quality assurance; Water conservation & demand management; and Water Services infrastructure development.
- Managing the financial planning and management of the Water Services Budget; management of Revenue Collection and Expenditure; Management of financial viability of WSPs; access to the management of grants, subsidies and loans; and monitoring of free basic water provision, credit control and debt collection and indigent policies.
- Managing the promotion of a safe and healthy environment through legislative and other measures that prevent water pollution and ecological degradation through implementing a water quality program; and developing internal Water Quality Testing Laboratory and ensuring compliance with SANS 241 standards.
- Defining/ adjusting the key performance indicators, job design and role boundaries of personnel against service delivery requirements.
- Conducting appraisals to measure performance and objective accomplishments against agreed targets and reviewing goals and setting new objectives.
- Identifying technical/ non-technical skill gap within the Section and completes developmental plans for existing personnel with clearly defined career paths and job enrichment opportunities.
- Monitoring the adequacy of current training interventions supporting personnel development and reporting on workplace impact post training and/or the need for changes to plans.
- Implementing Human Resources policies and procedures to control/ regulate workplace conflict and/ or instituting corrective measures and consultation processes to address deviations from standards.
- Analyzing statistical information pertaining to staff attendance/ absenteeism, overtime, lost time due to accidents and/or incidents and downtime and proposing specific remedial measures aimed at improving productivity and reducing personnel related costs.

- Guiding the drafting, adjudication and reporting processes with regards to contracts/ tenders and verifying details, terms and conditions, specifications, etc comply with laid down policies, regulations and procedures.
- Managing WSA and WSP regulations and contractual arrangements through Analysis of needs, capacity – selecting best suited provision arrangement – mostly requires a S.78 process; put provision and regulatory contracts/ arrangements in place; and supporting WSPs e.g. with Business Plans.
- Participating in the appointment process and briefing parties (consultants/ contractors, etc) on the terms and scope of such appointments and evaluating, investigating and approving submissions on progress, performance and costs.
- Developing and signing Service Level Agreements.
- Resolving technical conflicts and contractual claims and preparing the necessary reports presenting the Council's arguments at arbitration when required.
- Assessing and consulting on the prioritization of project applications for the Municipality and interacting with specialist personal with a view to guiding and facilitating the process.
- Preparing, updating annually and utilizing Project Prioritization Mechanism (PPM) and sustainability criteria processes for the provision of access to basic water and sanitation; including developing strategy for eradication of water and sanitation backlog.
- Developing Water Demand Management strategy and policies to assess infrastructure requirements and reduce water loss through formation of Technical Steering Committee and developing reports according to approved format.
- Mapping out project key performance areas, deliverables and time frames and/ or attending to the design, approval and implementation sequences.
- Reviewing the Water Services Development Plan through identification of water services back-log, formulation of a steering committee, analyzing information review, work-shopping draft documents to various stakeholders and submitting to the Director and Provincial MEC for evaluation.
- Managing the revenue collection systems for WSP through revising and implementing new tariffs annually; reviewing the adequacy of current billing systems; maintaining indigent register and monitoring consumption relating to indigent; and developing and reporting ability and compliance on debt collection and credit control management criteria.
- Analyzing situational studies highlighting positive and negatively impacting variables constraining delivery and maintenance of interventions.
- Managing the provision of access to basic water and sanitation through preparing, updating and utilizing Project Prioritization Mechanism (PPM) and sustainability criteria processes.
- Monitoring the Water Services Authority's provisioning of water and sanitation service to verify that the Section complies with Council policies and funding/ budget requirements.
- Formulating/ adjusting operational plans to guide the provision of core services within the region with due consideration given to capacity and capability to sustain the quality of delivery.
- Determining the capabilities of the operation, construction and maintenance of existing water and sanitation projects in maintaining quality and performance standards.
- Planning refurbishment of existing water and sanitation schemes through the collection of relevant data and evaluation and managing duly appointed service providers.
- Exploring alternative approaches against current practices and commenting on the advantages/ disadvantages to changing the methodology of water and sanitation service delivery.
- Implementing sequences associated with establishing databases reflective of all water and sanitation infrastructure projects to be undertaken in the regions/ wards.

- Coordinating the set-up and implementation of Regional Forums to serve as an avenue to facilitate functional information/ informal interviews and receive public comment.
- Participating in various meetings (Council, internal and external forums e.g. Technical Task Teams, Portfolio Committees, Department of Water Affairs & Sanitation, etc.) and providing comments/ opinions on matters affecting or concerning the functionality.
- Responding, through the collection of information and/ or conducting the necessary investigation/ research, to enquiries and concerns on service delivery from the general public, councilors, government departments, developers, etc.
- Preparing investigational, productivity, standing committee and performance reports referring to statistical data and qualitative information related to service delivery initiatives of the Section for the attention of the Director for consideration and inclusion into Council and Sub Committee reports.
- Compiling investigational reports and / or responses to correspondences and queries, undertaking research or extracting information and records to support content, recommendations and/ or opinion.
- Maintaining the activity and recordkeeping systems and/ or executing specific actions to facilitate the updating of registers and schedules (safety/ process monitoring).

BENEFITS OF THE POSITION

Pension / Provident Fund
 Medical Aid
 13th Cheque
 Annual Leave

KEY COMPETENCIES

- Ability to develop and implement long-term water service delivery plans aligned with municipal or national strategies.
- Overseeing maintenance, expansion, rehabilitation of water and sanitation infrastructure.
- Ensuring equitable, reliable, and quality water services to all communities.
- Understanding relevant water laws (e.g. Water Services Act) and Municipal regulations.
- Promoting transparent performance monitoring and reporting to the council or oversight bodies.

FULL ADVERTISEMENT CAN BE FOUND ON MANTSOPA LOCAL MUNICIPALITY WEBSITE: www.mantsopa.co.za

Application forms are available at the municipal offices or for download on the municipal webs (www.mantsopa.co.za).

NB: All applications must be on the official application form. Enquiries may be directed to: The Director Technical Services, Mr. N. Kelepu on 051 924 0654 or Manager Human

Resources, Mr. L. Mariti on 051 924 0654 during office hours. Street address: 38 Joubert Street, Ladybrand, 9745.

Applications on the prescribed official form should be hand delivered, with a comprehensive CV, certified copies of academic qualifications, Identity Document (ID) as well as valid motor vehicle driver's license (with applicable legal exceptions for persons with disabilities) to the attention of: The Municipal Manager, Me MRE Mogopodi, PO Box 64, Ladybrand, 9745, and be submitted at municipal Switchboard Office, Head Office.

PLEASE NOTE: Application forms are available from the municipal official website; www.mantsopa.co.za and from the switchboard office. No faxed or e-mailed applications will be accepted. Certified copies of academic qualifications and a copy of your curriculum vitae must accompany all application forms.

If not contacted within three (3) months after the closing date, applicants should regard their applications as having been unsuccessful. The municipality reserves the right not to make any appointments, fraudulent qualifications / documentation / driver's license, will immediately disqualify any applicant. A candidate who canvasses any Councillor for preference will be disqualified from the selection process or from appointment.

CLOSING DATE: 05 DECEMBER 2025



**MRE MOGOPODI
MUNICIPAL MANAGER.
MANTSOPA LOCAL MUNICIPALITY.
38 Joubert Street.
PO Box 64.
Ladybrand
9745.
13 November 2025**

